

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, May 19, 2005 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Evans, Keaster, Baker, Burch-Ragan (for Hughey), Haggbloom, Daniel, Fiene, Smith (for Powers). Ms. Sharon Hartz was also in attendance.

Dr. Fiene was officially welcomed as the new department head of Educational Administration, Leadership and Research.

Dr. Evans commented on the new marketing initiatives, particularly relative to targeting the Louisville, Lexington, and northern Kentucky areas. If department heads have noteworthy things occurring in their departments, they should notify Dr. Evans as soon as possible. He added that emphasis will be placed on improving relationships with counselors in the schools.

To date, the number of students admitted is up 800 from this time last year.

Discussion was held on commencement. In May 2006, commencement for graduate students will be on Friday night; commencement for undergraduates will be on Saturday night. Dr. Evans expects that the University may move to clusters of colleges. He also would like to see graduate students included with their respective colleges.

Brief comments were made regarding the Gala.

Dr. Evans announced that a Director for the Honors Program has been hired.

Some of the protocols used for the faculty hiring process will be changed next year. One concern deals with the length of time involved once an offer has been made. Department heads were asked to forward any comments to Dr. Evans. Also, employment letters will now come from the dean.

Dr. Petersen will be joining the May 26 Administrative Council meeting to discuss SACS and faculty qualifications. Dr. Evans remarked further on the issue of faculty qualifications.

If department heads find anything inappropriate on the checklist for study abroad, they should notify Dr. Evans.

Possible subjects/activities for the University and College professional development days were discussed. Dr. Evans would appreciate feedback on the items mentioned; he added that there is an "expectation" that faculty attend these professional development activities.

Department heads were asked to submit Action Agenda items to Dr. Evans by the end of next week. Also, reports are required from those who had Action Agenda funds this year.

Everyone was reminded to order new stationery, business cards, brochures, and any other materials that contain the University address.

An individual needs to be identified to replace Dr. Lemerise on the Faculty Scholarship Council. Department heads should come to next week's meeting with a name so that a selection can be made.

Council members agreed not to reinstate the Faculty/Professional Staff Advisory Council.

Discussion was held on budget issues, and Dr. Evans reiterated that departments will receive an increase in operating budgets this year.

As there was no further business, the meeting was adjourned.

Cathie Bryant, Secretary